

# BURBANK UNIFIED SCHOOL DISTRICT

## ADMINISTRATIVE AFFAIRS GOVERNANCE COMMITTEE

### ADOPTED MINUTES

September 14, 2023

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

*The meeting was called to order by Board Member Pontzer Kamkar at 6:03 p.m.*

*The pledge of allegiance was led by Kayla Cruz, Student Representative.*

2. NOTICE TO THE PUBLIC

3. LAND ACKNOWLEDGEMENT

We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernandeño Tataviam, and First Nations on which we are learning, educating, and living.

4. ADJUSTMENT TO THE AGENDA

*Board Member Weisberg requested that response to public comment be added after item 6.*

5. APPROVAL OF MINUTES

*None to approve.*

6. REQUESTS TO ADDRESS THE GOVERNANCE COMMITTEE

*Annie Markarian, Burbank Resident, spoke in opposition to high density housing and Perkins Eastman Horace Mann Report*

*Jonathan Lopez, Indigenous Documentary Filmmaker, spoke regarding his documentary and wanting to connect with the Superintendent. He also spoke regarding interest in the District providing the Title VI Native American program.*

*Board Members Weisberg and Pontzer Kamkar responded to Annie Markarian and Jonathan Lopez.*

7. NEW AND/OR UNFINISHED BUSINESS

a. Introduction of Members

*Committee members introduced themselves*

- *Abby Pontzer Kamkar – Board Member*
- *Emily Weisberg – Board Member, standing in for Dr. Aghakhanian*
- *Matt Osmond – BASA*
- *Peggy Flynn – BASA*
- *Andy Cantwell – Staff Support*
- *Wendy Harvel – PTA*

- *Kirsten Morris – PTA*
- *M’Lisa Maclaren – CSEA*
- *Kayla Cruz – Student*

b. Committee Orientation

*Board Member Pontzer Kamkar spoke regarding the purpose of the committee, possible agenda items and topics to come. She explained that the committee is an advisory to the Board.*

*Board Member Pontzer Kamkar, Board Member Weisberg and Mr. Cantwell answered committee member questions.*

c. Acceptance of Horace Mann Report

*Kimberly Coffeen, Project Manager at Perkins Eastman, presented the Horace Mann Report. The Horace Mann Report was received by the committee and will go to the Board.*

d. Perkins Eastman Presentation

*Kimberly Coffeen, Project Manager, and Madison Stout, Designer, presented on the BUSD Facilities Master Plan.  
The committee members engaged in an interactive session.*

e. Report on Summer Projects

*It was decided to email the list of summer projects.*

f. Other Items for Discussion

*None*

8. ITEMS FOR FUTURE AGENDA

*None*

9. NEXT MEETING is scheduled for October 12, 2023

10. ADJOURNMENT

*The meeting was adjourned by Board Member Pontzer Kamkar at 7:35 p.m.*